DEPARTMENT OF BENEFIT PAYMENTS
744 P Street, Sacramento, CA 95814

February 13, 1976

ALL-COUNTY LETTER NO. 76-27

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: FOOD STAMP PROGRAM - FOOD STAMP POLICY TRANSMITTALS 1972, 1973 and 1974

REFERENCE:

Attached are six separate listings of All-County Letters identifying policy issues which are current and those which are outdated or have been incorporated into the California Food Stamp Manual. There is an "active" and "inactive" listing for each of the years 1972, 1973, and 1974.

The "active" listings contain food stamp policy that is currently in effect. An All-County Letter may be listed as "active" even if only one item from the letter is currently valid. Such items as identified on the "comments" section shall be the only portions of the letter considered in effect.

Manualization of all "active" policy letters is planned (except for items of a special nature, such as temporary instructions, etc.).

The "inactive" listings contain letters in which <u>all</u> policy contained therein is entirely outdated (or incorporated).

Inactive letters should be maintained for Quality Control, Fair Hearings, and audit purposes. The attached listings are useful in maintaining such a file.

Counties should maintain at least one centralized file of both active and inactive All-County Letters.

Counties are encouraged to attempt completion of this central file by review and collection of letters held by all county administrative staff since a printed state stock of these letters is nonexistent. If no copies of some particular policy letter(s) can be found, phone a request to Mike Martin of the Food Stamp Policy Coordination Bureau at (916) 445-6907.

OBSOLETE

Superseded by ACL #77-15

Issued 3-17-77

Questions on the policy content of these listings should be referred to either the Program Policy Unit or County Operations Unit of the Food Stamp Policy Coordination Bureau based on the content of the question. Questions regarding issuance, accountability, and issues affecting county operations should be referred to the County Operations Unit. Other policy questions (particularly on the 2000 section of the Food Stamp Manual) and the policy content of forms shall be addressed to the Program Policy Unit. Both units may be reached at (916) 445-6907.

Issuance of a 1975 policy listing is planned.

Sincerely,

Kyle S. McKinsey

KYLE S. McKINSEY
Deputy Director

Attachments

cc: FNS, USDA
CWDA

Listing of Active Food Stamp Policy Transmittals 1974

Letter No.	Date	Title		Comments
74-74	4/30/74	FSP - Retroactive Benefits (all incorp. into 408.5 (except par. 3 of letter). All 408.5 incorp. into 4300 except for par. 408.51 which was incorp. into 4210)		Active (in part)
74-90	5/14/74	New Procedure for Ordering FS Coupons		Needs to be incorporated active
Informational Letter (Unnumbered)	5/20/74	Food Stamp Program - Outreach Materials (USDA Narrative Slide Set)		Still active - Reference only
74-97	5/30/74	Completion of Form FNS-256		Active
74-99	6/3/74	Clarification of Manual Section 63-302.81, Income Policy for Assistance and Non-assistance Households	2263.4 2262.10	Active

Letter No.	Date	Title	Comments
74-122	7/10/74	FSP and SSI/SSP Recipients - Income & Resources - par. 1 obsoleted by 2323.4 par. 2 incorp. into 2323.3 Deductions - incorp. into 2323.3 Boarders - Active Persons Eligible for SSI/SSP - incorp. into 2323.2	Partially active (Boarder Section only)
74-174	9/12/74	Coverage of Report of Reduction/Termination of FS Benefits - Form FNS-285	Active
74-196	10/2/74	Errors in Preparation of Food Coupon Remittance Cards (FNS-282)	Active
74-198	10/3/74	Changes in Denominations of Coupons and Values of Coupon Books	Active - Needs to be incorporated
74-204	10/15/74	Compliance with Procedure for Ordering New Food Stamp Coupons	Active - Refer to ACL 74-90
74-216	11/1/74	Admin. Claim Information #3	Active - Items No. 2 & 11 refer to food stamps

Listing of ~~Inactive~~ Food Stamp Policy Transmittals 1974

Letter No.	Date	Title	Comments
	1/11/74	Emergency Issuance of FS to SSI/SSPs	Outdated
ACL 74-11	1/14/75	Reconciliation of Excess FNS 286	Incorp. into 63-2427 and 63-9447.11
ACL 74-14	1/18/74	FSP - Discontinuance of SSI/SSP	Incorp. into 2323.2
	2/4/74	Telegram, SSI/SSP	Incorp. into 2102.5 and 2323.3
ACL 74-25	2/8/74	Ineligibility of SSI/SSP Recipients	Incorp. into 2323.2
ACL 74-29	2/14/74	FSP - Date Change on Racial/Ethnic Data	Incorp. into 907
ACL 74-33	2/22/74	Proposed Federal Regulations Implementing PL 93-86; All-County Letter 74-33 (Reference Value Only)	
ACL 74-44	3/12/74	Food Stamp Reporting	Incorp. into 9515.12

Letter No.	Date	Title	Comments
ACL 74-54	3/28/74	All-County Letter No. 74-54 Proposed Rev. of State Form DFA 296, Monthly Statistical Report (Reference Value Only)	
ACL 74-60	4/10/74	Resupply of FNS 282	Incorp. into 9518.11
Manual Letter #7	4/10/74	SSI/SSP	Incorp. into 2323.3
ACL 74-67	4/24/74	FSP - New Basis of Issuance Tables	
ACL 74-75	4/30/74	Administrative Expense Claim Information #2	Incorp. into 1014.4
ACL 74-82	5/9/74	Automatic Coupon Delivery System	Incorp. into 5170
Manual Letter #9	5/8/74	Retroactive Adjustments of FS Benefits	408.4 is obsoleted by 2407 408.51 is incorp. into 4210 408.52 through .528 incorp. into 4300 408.647 obsoleted by 2501

Letter No.	Date	Title	Comments
ACL 74-95	5/29/74	FNS-286 Procedure	Incorp. 2420
ACL 74-96	5/30/74	Tables for Issuance of Coupon Books	Outdated
ACL 74-98	6/3/74	Purchase Requirement Tables Revised	Outdated
ACL 74-100	6/3/74	Nondiscrimination	Incorp. 2040
ACL 74-101	6/5/74	Contingency Planning for Possible Eligibility of SSI Recipients	Outdated
ACL 74-106	6/14/74	Revised Form 332 and Proposed Form 332.1	Incorp. 9442
	6/25/74	Night Letter	Outdated
ACL 74-125	7/15/74	FS Quality Control	Outdated
ACL 74-129	7/12/74	Office of Audit Reports	Outdated by 75-108
Manual Letter #13	7/26/74	Purchase Requirement Tables	Outdated
ACL 74-144	7/30/74	Work Registration	Incorp. 2228

Letter No.	Date	Title	Comments
ACL 74-153	8/8/74	DFA 296, Monthly Statistical Report	Outdated
ACL 74-161	8/15/74	Shortage of FNS 284, Work Registration	Outdated
ACL 74-168	8/26/74	New State Form 402	Incorp. in 63-9445
ACL 74-171	9/12/74	Deposition of Excess Form 286	Outdated
ACL 74-173	9/12/74	Office of Audit Reports - FS	Outdated
Manual Letter 18	9/13/74	WR 2, WR 2A	Incorp.
ACL 74-178	9/17/74	New Food Stamp Regulations	Outdated
ACL 74-187	9/26/74	Revised DFA 332 and 332.1	Incorp. 9442.12
ACL 74-188	9/27/74	Report on Quality Control Case Review Schedules Form FNS-246	Outdated
ACL 74-191	9/26/74	Change in Workshop Schedule	Outdated
ACL 74-192	9/27/74	Differentiating PA & NA Households	Incorp. 2110.3

Letter No.	Date	Title	Comments
ACL 74-193	10/1/74	Contingency Plans to Replace Postal Service Issuance of Food Coupons	Outdated
ACL 74-210	10/25/74	Penalties for theft, fraud, and counterfeiting	Incorp. 63-4811
Manual Letter 23	10/11/74	DFA 377, FNS 250	Incorp.
Manual Letter 25	10/29/74	Forms and Instructions - FNS-250, FNS-293	Incorp.
ACL 74-215	10/30/74	New WR 2A	Outdated
Manual Letter 26	11/15/74	New Food Stamp Manual (Eff. 12-1-74)	Incorp.
ACL 74-225	11/19/74	FNS-250, Food Coupon Book Reports	Outdated
ACL 74-226	11/20/74	PR Tables	Outdated
ACL 74-229	11/27/74	Organizational Change	Outdated
ACL 74-230	11/27/74	Table for Issuance of Various Types of Coupon Books	Outdated

Letter No.	Date	Title	Comments
Unnumbered	11/19/74	Contingency Plans to Replace Postal Service Issuance of Food Coupons	Incorp. ACL 250
ACL 74-234	12/2/74	Outreach	Outdated
ACL 74-237	11/29/74	Implementation of New FS Regulations - Case Review Schedule	Outdated
ACL 74-238	11/29/74	Schedule for Ordering and Using Revised Form FNS-260	Outdated
ACL 74-242	12/4/74	FS Fraud Prosecution	Incorp. 4811
ACL 74-244	12/5/74	Procedure for Ordering New Coupons Using Revised Form FNS-260	Outdated by ACL 75-2
ACL 74-250	12/10/74	PR Tables (eff. 1/75)	Outdated
ACL 74-251	12/11/74	Revised Form WR 2A	Incorp. 9472.2
Manual Letter 30	12/13/74	Manual Index	Incorp.

LISTING OF ACTIVE FOOD STAMP
POLICY TRANSMITTALS
(1973)

Date	Title	Related Primarily to Manual Section	Comments
1/26/73	Summary of Regional Meetings (Policy Interpretations Listed)	63-2000	Sections 3 (paragraph 1 only), 10, and 11 are the only ones active.
8/20/73	Expansion of Eligible Purchases with Food Stamp Coupons		Eligible foods include imported foods and garden seeds/plants to produce food for home consumption.
12/7/73	FNS Policy Clarifying Certain Eligibility Factors/Use of Credit Cards		Credit card information is outdated. Other parts of this All-County Letter are being incorporated into the Manual.

LIST OF INACTIVE FOOD STAMP POLICY TRANSMITTALS
(1973)

Date	Title	Related Primarily to Manual Section	Comments
1/11/73 ?	New Informational Chart		Outdated
✓1/16/73	DFA 285.2 (SDSW M.L. #209)		Outdated
1/22/73 ?	Quality Control		Outdated
✓2/7/73	Reconciliation of Report on FNS 286 Form, Certification of Household Transfer	(previous 63-406)	Incorp. into 63-2426 and DFA 416 (form)
✓2/20/73	Medi-Cal Letter No. 1-73 (CMAP) and All-County Welfare Directors letter of January 24, 1973	(previous 302.342)	Incorp.
✓2/26/73	Completion of FNS 256, Monthly Report of Participation and Coupon Issuance		Incorp.
✓2/26/73	Submittal of updated & revised Form DFA 298 Information Statements		Incorp.
✓2/27/73	Affidavit for Public Assistance Households	(previous 63-403.1)	Incorp.
✓2/28/73	SDSW Manual Letter No. 208		Incorp.
✓3/2/73	FNS 259 Revision (8/72) and Instructions		Incorp.
3/27/73 ?	(Telegram) Effect on SB 311 on Delivery & Payment of Adult Aid warrants		Incorp.
3/30/73 ?	Mailgram - Knowles vs. Butz - Separate Households Under Same Roof	63-2101 & 2103 (previous 302.3)	Incorp.
✓4/4/73	Effect of Court Order Regarding FS Household	63-2101 & 2103	Incorp.
✓4/10/73	SDSW Manual Letter 215 (Section 200)		Incorp.

Date	Title	Related Primarily to Manual Section	Comments
4/16/73	Manual Letter 212 (Section 900)		Incorp.
4/25/73	Purchase Requirement Tables - Revised		Incorp.
4/30/73	Changes in Method of Submitting SF-209		Outdated
5/10/73	Statistical Report on Households' Usage of Variable Purchase Options	(previous 616)	Outdated
6/1/73	Periodic Recertification of Public Assistance Households		Outdated
6/8/73	Food Coupon Requisitions (FNS 260)		Outdated
6/8/73	Revised Postal Service Contract		Outdated
6/19/73	Food Stamp Questionnaire		Outdated
6/20/73	Outreach		Outdated
6/26/73	Guidelines for Issuance of Various Types of Coupon Books		Outdated
7/10/73	Quality Control of Eligibility and Coupon Basis of Issuance Determination	(previous 701.6)	Outdated
7/25/73	Income Computation for Persons Employed under Contract	63-2327 (previous 63-302.84)	Incorp.
8/13/73	Treatment of Compensation from the Older Americans Community Services Program and the Foster Grandparents Program	(previous 302.82)	Incorp.
8/17/73	Record Retention		Incorporated into ACL 75-116, dated 6/11/75
9/6/73	Reporting Household Usage of the Variable Purchase Options	(previous 616)	Outdated
9/26/73	PL 93-86 Amendments to the Food Stamp Act of 1964		Outdated. Has value as reference document only.

DATE	TITLE	RELATED PRIMARILY TO MANUAL SECTION	COMMENTS
10/2/73	Reduction in Food Stamp Reports		Outdated
10/73	General Information on Food Stamp Program		Reference
10/3/73	Food Coupon Deliveries by Armored Car	63-5170	Incorp. into 5170 in part.
10/18/73	Outreach Coordination	State Plan	Outdated
11/2/73	Basis of Coupon Issuance Eff. 1/1/74		Outdated
11/7/73	Form FNS 286, Certification of Household Transfer - Inventory Reporting Requirements		Incorp. Refer to Letter
11/28/73	Night Letter - SSI/SSP		Incorp.
11/30/73	Refunds to Households Overcharged Due to Administrative Errors - FNS Form 293	63-9525	Incorp.
12/5/73	Table for Issuance of Various Types of Coupon Books	(previous 615.51)	Outdated
12/5/73	Purchase Requirement Tables - Revised	(previous 505)	Outdated
12/7/73	Changes in Depositing Procedures for Cash Receipts from the Sale of Coupons	63-3360 through 3368 (previous 615.6)	Incorp.
12/21/73	Food Stamp Quality Control, January-June 1974	(previous 701.6)	Outdated
12/24/73	Participation Pending a Fair Hearing Decision	(previous 408.4)	Outdated

LISTING OF ACTIVE FOOD STAMP POLICY TRANSMITTALS (1972)

DATE	TITLE	RELATED PRIMARILY TO MANUAL SECTION	COMMENTS
2/18/72	Cert. Policies (see letters of 3/9/72 and 4/18/72)	63-2000 (previous 300)	Only Item #5 is active, see letter of 3/9/72.
2/18/72	Food Stamp Program Requests for Modifications to Revised State DFA Forms	63-9000 (previous 402.4)	Content essentially still current but has been updated by ACL 75-85, 4/18/75.
3/9/72	Certification Policies - Letter from USDA to Macias (See 2/18/72 letter)	63-2000 (previous 300)	Only Item #5 is active.
3/17/72	Administrative Reviews (nondiscrimination and ethnic coding)	63-9000 DFA 358	See ACL 75-56, 3/14/75. New DFA 358 will be returned to the manual.
6/5/72	FNS Classification of General Assistance Households as Either Assistance Households or Nonassistance Households for Eligibility Determination	63-2110.3 (previous 502)	Essentially current except as modified by ACL 75-78, dated 4/7/75, and ACL 75-193, dated 9/2/75.
8/4/72	Circular Letter 2582, Public Assistance Withholding (PAW) for Food Stamp Purchases	63-3500	Manual incorporation in process.
8/7/72	FNS Policy Changes on Separate Household Determinations and Household-Member Possession of Credit Cards - Sections 63-302.31 and 63-902.91-K.	300	Primarily outdated. Section on credit cards is outdated. See letter dated 12/7/73. But, paragraph 2, "Separate Households", is valid and is helpful in identifying a "household". All other parts of this letter are outdated

10/3/72	Further Clarification of Certification Policies	63-2000 (previous 300)	Sections 2, 4, 6 only are active.
10/19/72	FNS Security Reviews of Nonbank Issuance Agencies	(Not in manual)	Specific detail of letters are out of date, though FNS continues to conduct ongoing security reviews of nonbank issuing agencies.
12/15/72	Treatment of Student Savings and GI Bill Benefits	63-2000 (previous 300)	Method of treatment of GI Bill is correct though amounts and references out of date. Other parts of letter have been incorporated.

LISTING OF ~~INACTIVE~~ FOOD STAMP POI Y TRANSMITTALS 1972

Date	Title	Related Primarily to Manual Section	Comments
1/4/72	Manual Sections 300 & 400		
1/12/72	Training Materials		
1/14/72	Work Registration Manual Revisions		
1/21/72	Implementation Dates for New Federal Regulations		
1/26/72	Request for Report on Dispositions Made $20 Coupon Books		
2/9/72	Revised Basis of Issuance Tables New Implementation Dates		
2/18/72	Proposed Deviation in Variable Purchase Procedures		
3/7/72	Use of State forms for assistance household FS applicants prior to county implementation of WR-2 form for PA		
3/8/72	Prohibition of Cash Change & Use of Coupons for Bottle Deposits		
3/8/72	FNS Approved Manual Sections 200, 500, 600 & 700		
3/22/72	Voluntary Deduction Pilot Project Counties - PAW Instructions, Implementation and Variations from Voluntary Deduction Rules		
3/30/72	New Procedures on Handling Unused Coupons Returned for Cash Refunding and/or Where No Refunding is Requested	63-609	
4/6/72	Transfer of Certification Between Food Stamp Counties		
4/6/72	Instructions for Completion of FNS 285 (as a result of Work Registration)		

Date	Title	Related Primarily to Manual Section	Comments
4/7/72	Manual Sections 200 and 300		
4/11/72	Revised Guidelines for Issuance of Coupon Books - FNS Instruction 733-1, Rev. 3		
4/14/72	Form DFA 377 - Notice of Proposed Adverse Action and Instructions for Its Use	63-900	
4/18/72	Clarification of Certification Policies by FNS	63-300	
4/18/72	Current Related Household Requirements		
4/25/72	Revised Basis of Issuance Table and Income Exclusion Standards		
4/25/72	Use of Preaddressed Federal Government Postage and Fees Paid Envelopes		
4/28/72	Request for Report on Dispositions Made - $20 Food Coupon Books		
5/3/72	Manual Section 63-900 - Forms and Instructions		
5/9/72	Impact of U.S. Supreme Court Order April 11, 1972, Re. Villa vs. Hall-Implementation of W&I Code Section 11450 as Amended in the Welfare Reform Act of 1971	302.34	
5/10/72	Retroactive Payments - Implementation Dates of Purchase Requirement Table		
5/12/72	FNS 286 (SDSW Manual Letter No. 193)		
5/15/72	New tables (Telegram)		
5/ 16 /72 ?	Status of HEW Audit of Costs of USDA Programs Administered by SDSW		

Date	Title	Related Primarily to Manual Section	Comments
5/22/72	Revised Work Registration Procedures		
5/22/72	Disposition of Food Coupons Recovered from an Overissuance		
5/25/72	Use of WR 1, WR 2, WR 3 and DFA Series		
5/25/72	Quality Control		
5/26/72	Presence of Alien in a Food Stamp Household		
5/26/72	Revised Basis of Issuance Tables and Additional Three-Quarter Allotment Table (Effective 7-1-72)		
5/30/72	Required Submittal of Ethnic Data Reports by all Food Stamp Counties		
6/1/72	Fair Hearings (Comparison between Food Stamps and PA)		
6/1/72	Manual Section 900 - Corrections and Substitutions		
6/7/72	DFA 285 (Spanish)	907 DFA 285	
6/16/72	Orders for Coupon Supplies	907 FNS 260	
6/19/72	Claim Determination Reports	907 DFA 332	
6/19/72	Refunding to Households for Overcharges due to County Administrative Errors		
6/19/72	Quality Control	701.6	
6/26/72	Revised Guideline Table for Issuance of Various Types of Coupon Books		

Date	Title	Related Primarily to Manual Section	Comments
6/26/72	Work Registration Procedure - Addendum		
6/29/72	July 1 Basis of Issuance Tables		
7/14/72	Proposed Draft of FNS 250 Form		
7/17/72	Manual Ch. 63-900 Corrections & Substitutions		
7/20/72	Project FIND (Telegram)		
7/26/72	Project FIND		
7/31/72	Revisions to Manual Chapter 600		
7/31/72	Revised Synthesis of County Training Material		
7/31/72	Suggested Variable Purchase Flyer		
7/31/72	Spanish Instructions for FNS 284 Food Stamp Facts - Work Registration; Spanish Stamp Facts - Work Registration	907 FNS 284	
7/31/72	Item Numbers Changed on Coupon Book Cartons	602	
8/1/72	Retroactive Refunds for Overcharges		
8/2/72	Summary of Information on the Food Stamp Program		
8/3/72	State Plan Amendments No. 1 & 3		
8/3/72	Project FIND - Role of Red Cross & FNS reporting		
8/9/72	Potential Agricultural Unemployment This Summer	402.5	

Date	Title	Related Primarily to Manual Section	Comments
8/11/72	Completion of form FNS 285, Report of Reduction/Termination of Food Stamp Benefits		
8/25/72	Brochures, English & Spanish Editions Voluntary Deduction Pilot Project - Reports - Sonoma & San Mateo Counties		
9/6/72	Quality Control		
9/14/72	Effect of OASDI Increase on Notice of Adverse Action (WIRE)		
9/18/72	New Tables		
9/18/72	County Responsibilities for Preparation of FNS 250	907 FNS 250	
9/19/72	Impact of Murray, et al, vs. USDA, et al, Decision Enjoining USDA from Enforcing Tax Dependency Provision of Food Stamp Act	300	
9/22/72	Announcement of New Chief - Kip Skidmore		
10/17/72	Updated FNS 256, Monthly Report of Program Participation and Coupon Issuance		
10/17/72	State Outreach Plan		
10/18/72	School Teacher Income and Income - Producing Property	300	
10/26/72	Sample Contract for Nonbank Issuance Agents for over-the-counter and PAW	900	
10/27/72	FNS Policies vs. AFDC Prior Month Budgeting	302.84	

Date	Title	Related Primarily to Manual Section	Comments
10/30/72	Form DFA 285.2		
11/3/72	HR 1 Elimination of PAW as a Mandatory Requirement of the Food Stamp Act		
11/21/72	Regional Meetings		
11/22/72	Required FNS form 259 (1-71) (for all Mail Issuance)		
12/1/72	Food Stamp Warrant		
12/1/72	Public Assistance Withholding (PAW)		
12/6/72	Fact Sheets & Brochures (Outreach)		
12/7/72	Regional Meeting		
12/12/72	State & County Nutrition Education Activities and Responsibilities - County Report Requested	204.6	
12/14/72	Sample Format for Requesting FNS Refund to Households Overcharged due to County Administrative Errors		
12/26/72	Registration of Aliens Not Legally Entitled to Remain in the County		